ELECTRONIC SAFES FOR HOTEL

Maxi 4875 and Midi 4845

INSTALLATION AND USER MANUAL

(reduced version)

Viro®

Introduction

Thank you for having chosen this product.

This manual has been expressly devised to help you in installing and using your new electronic safe.

We suggest you to read it carefully and to keep it in secure for any further need.

GENERAL TERMS AND CONDITIONS

TECHNICAL FEATURES

Viro® S.p.A. reserves the right at any time to change the technical features of its products without prior notification. The individual weights and dimensions of our products are approximate.

RISKS DURING TRANSPORT

Transport of the products is always at the risk of the customer.

CLAIMS

Any claims regarding the products must be made within 8 days from receipt of the goods. Unauthorised returns will not be accepted.

GUARANTEE

Viro® guarantees the perfect working of its products. This guarantee covers the free replacement of defective items only and is not valid for any refund or expenses of whatever nature. Timely payement of invoices must be made notwithstanding any claim, will not in any case exempt buyer from paying the invoice at the due date. Guarantee will not be valid any more if the original spare-parts, components or accessories have not been used (i.e.: keys).

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1 TECHNICAL FEATURES

Dimensions

	Midi 4845	**Maxi 4875**
External dimensions (H x W x D) mm:	170 x 390 x 285	200 x 410 x 400
Internal dimensions (h x w x d) mm:	163 x 386 x 238	193 x 406 x 350
Door opening (H1 x W1) mm:	120 x 316	150 x 333
Door thickness (mm):	6	6
Internal volume (lt):	14.8	27.4
Unit weight (kg):	10.4	14.7

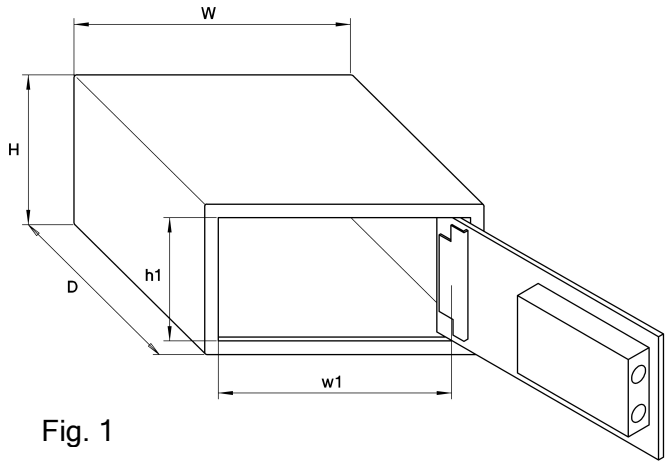


Fig. 1

Materials and thicknesses

- Steel body, thickness mm 2.
- Steel made frame and door, thickness mm 6.
- Nickel plated steel deadbolts, diameter mm 15.
- Hinge pins, diameter mm 8.
- All steel door back cover and internal mechanisms.
- No internal plastic parts.

Mechanics

- Motorized lock with two cylindrical horizontal deadbolts.
- Controlled opening.
- Emergency mechanical opening with special profile disc safety cylinder allowing to open the safe in any case of anomalous block.
- Easy accessible battery holder.
- Replaceable door and door back cover.

Electronics

- 12 key keypad with Braille reference and sound confirmation (the non-sighted are able to recognize the exact layout of the keys) and with 6 digit alphanumerical display.
- 6 digit Guest Code.
- 6 digit Multilevel Master Code (up to 6 different Area Codes).
- Needs Guest Code for closing.
- Resident codes in NON-VOLATILE memory: stored codes remain in memory even if batteries are removed.
- Electronic anti-theft block of 7 minutes after 5 consecutive wrong codes are entered.
- Audit Trial of the last 150 operations.
- Electronic anti-theft block of 10 minutes after 15 operations done in 5 minutes to avoid Audit Trial manumissions.
- Low consumption electronic board protected from any break-in attempts performed with electrical shocks.
- Audio-visual warning of low battery on display.

Power supply

- 4 x 1,5V AA LR6 alkaline batteries (already included). Thanks to the electronic board high engineering level it is possible to make more than 10,000 operations with 1 set of 4 alkaline batteries. Special long life batteries can be used, thus increasing even more the autonomy of the safe.
- Optional power supply from the electrical mains.

Environmental conditions:

- Working temperature ..... 0 / +45 °C
- Relative humidity (with no dew) ..... 0 / 90 %RH

Optional

- Activating kit for renting option.
- 220 Volts converter for power supply option.
- Recharging kit for laptops and mobile phones.
- Emergency opening operated with one Electronic Key.
- Hand-held printer for Audit Trial printing.

2 INSTALLATION

The safe must be installed by qualified personnel only. In order to make your safe work properly, please follow carefully the following instructions.

2.1 Installation inside a piece of furniture (suggested)

For the installation it is necessary:

- on the wall of the piece of furniture where the safe will be mounted, make 2 holes of 10 mm diameter corresponding to the holes on the base or on the back of the safe;
- fix the safe using M8 screws (suggested) of adequate length to the thickness of the piece of furniture and of the fixing stirrup cod. 4565.0469.

Note. We suggest to insert 3 – 4 mm thickness washers between the safe and the fixing surface in order to reduce the deformation of the safe.

After having fixed the safe, make sure the levelness tolerance is ±5° maximum in order to avoid malfunctioning of the safe. It also necessary to verify that the door controlled opening and the closing work properly.

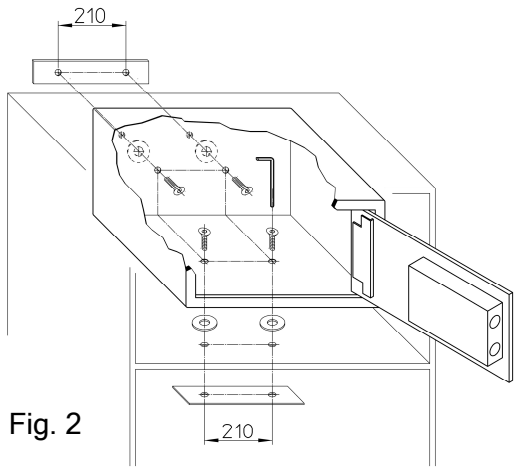


Fig. 2

3 FIRST USE OF THE SAFE

3.1 Insert / Replace batteries

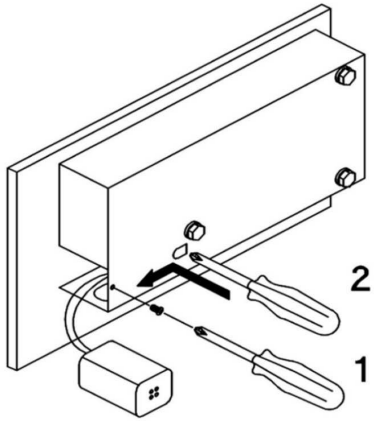


Fig. 3

WARNING !!

DO NOT SCATTER FLAT BATTERIES IN THE ENVIRONMENT !
DEPOSIT THEM IN CONTAINERS PROVIDED FOR THE PURPOSE.

Use AA LR6 1.5V alkaline batteries only. The 4 batteries of the safe should be replaced at once. We also suggest to check battery charge level before each seasonal closing (that is to say for longer periods than three months).

When the batteries are almost flat, after any press of the key ENTER the "bAttLO" message will appear on the display: replace then batteries.

After the first flat battery signal, it would still be possible to make more than 200 operations before the electronics stops working. Exceeded such limit, and for a certain period only, the safe will permit a unique last opening after which the door will remain open. When battery charge level becomes too low to activate the internal mechanism, the safe could be opened with the mechanical emergency key only.

3.2 Keypad with display

On the keypad appear standard digits (from 0 to 9) and 2 special keys: **COMB** and **ENTER**.

The **COMB** key is used to cancel the last inserted digit or to change the codes of the safe while the **ENTER** key is used to confirm the just inserted combination.

On display appear all the inserted digits and notes regarding the ordinary use of the safe (example: on display appears "OPEnEd" when the safe is successfully opened).

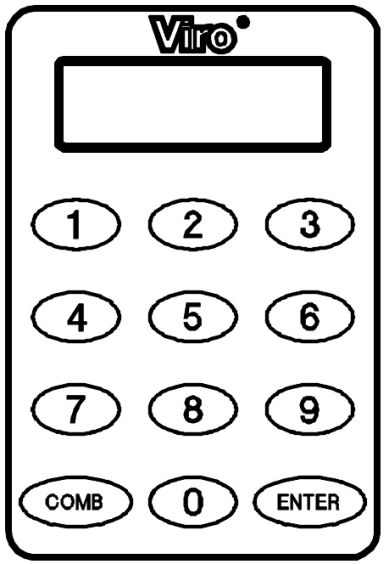


Fig. 4

4 FUNCTIONS FOR THE HOTEL-OWNER

Maxi 4875 and Midi 4845 functions are split in 2 menus (Hotel and Service menus) accessible by means of 2 security codes (respectively the Hotel Code and the Service Code).

The Hotel Menu includes the security functions.

The Hotel menu allows the access to following functions:

- Change of the Hotel Code
- Change of the Service Code
- Area Master Codes Management
- Electronic Key Management (optional key)
- Silent mode setting.

How to enter Hotel Menu

ENTER	ENTER	*Hotel Code*	ENTER

The factory Hotel Code is: 222222.

Note. The hotel-owner has to insert his 6 digits Hotel Code when installing the safe or anyhow before the guest uses the safe.

How to change the Hotel Code

ENTER	ENTER	*Old Hotel Code*	ENTER
COMB	*New Hotel Code*		ENTER
New Hotel Code			ENTER

The Service Menu includes functions for the maintenance operations.

The functions that can be used through the Service Menu are:

- Clock setting
- Clock and day display
- Setting of the solar / legal hour
- Reading on the display the operations stored in the Audit Trial
- Printing of the operations in the Audit Trial (optional printer).

How to enter Service Menu

ENTER	COMB	*Service Code*	ENTER

The factory Service Code is: 333333.

Note. The hotel-owner has to insert his 6 digits Service Code when installing the safe or anyhow before the guest uses the safe.

How to change the Service Code

ENTER	ENTER	*Hotel Code*	ENTER
0	*New Service Code*		ENTER

4.1 Displaying the charge level of the batteries

Visualization of the battery % level

ENTER ENTER ENTER

4.2 Area Master Codes

VIRO system permits to combine each safe with 6 different Area Master Codes, with the option to link them to a specific area or zone of the hotel, thus allowing the hotel owner to build a real hierarchical system allowing the control of people authorized to open the safes in each single hotel area.

Insert/modify an Area Master Code

ENTER ENTER *Hotel Code* ENTER

1 *Area 1-6(*)* ENTER

Area Master Code **of 6 digits, then at choice** ENTER

(*) Select one of the 6 available areas by entering a number from 1 to 6.

Erase an Area Master Code

ENTER ENTER *Hotel Code* ENTER

1 *Area 1-6(*)* ENTER

ENTER ENTER

(*) Insert the number of the Area of the code to be erased.

Open the safe with an Area Master Code

ENTER *Area Master Code* ENTER

4.3 Silent working mode

Manual activation (safe always in silent mode)

When the door is open:

ENTER ENTER *Hotel Code* ENTER

9

ENTER ENTER ENTER

"Sound1" appears, then 0

ENTER ENTER ENTER ENTER ENTER

Manual disarm

To disarm the silent mode, repeat the above procedure up to point 3 (it will appear the word "Sound0"), press **1** and then **ENTER** 5 times until "donE" appears on the display.

Automatic activation at night (from 12,00 a.m. until 06.00 a.m.)

When the door is open:

ENTER	ENTER	*Hotel Code*	ENTER
9			
ENTER	ENTER	ENTER	ENTER
"SMod 0" appears, then	1		
ENTER	ENTER	ENTER	ENTER

Disarm of the automatic silent mode

In order to disarm the automatic silent mode, repeat the above procedure up to point 3 (it will appear the word "SMod 1"), press **0** and then **ENTER** four times until the word "donE" appears on the display.

4.4 Display of date and hour

ENTER	COMB	*Service Code*	ENTER
8			

4.5 Manual clock setting

ENTER	COMB	*Service Code*	ENTER
9			
	First digit	Second digit	
Hour:	0 to 2	0 to 9	ENTER
Minutes:	0 to 5	0 to 9	ENTER
Year:	0 to 9	0 to 9	ENTER
Month:	0 to 1	0 to 9	ENTER
Day:	0 to 3	0 to 9	ENTER

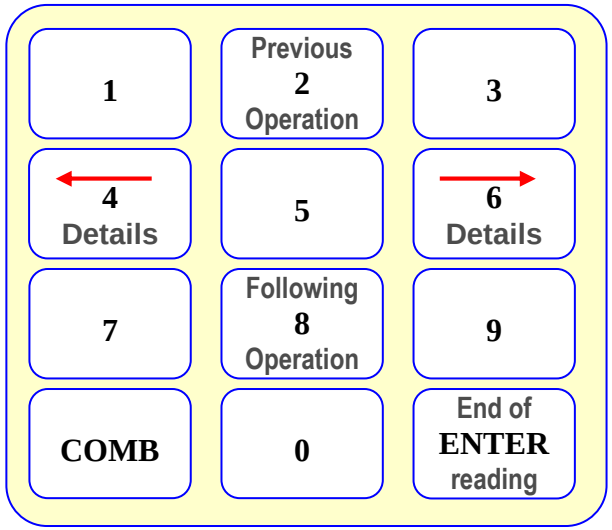
4.6 Solar / legal hour setting

ENTER	COMB	*Service Code*	ENTER
6	for the solar hour or		
4	for the legal hour		

4.7 Reading the Audit Trail on the display

Maxi 4875 and Midi 4845 safes have a non-volatile memory (Audit Trail) containing the data regarding the last 150 operations like date, hour, type of used code and type and result of the operation. In case of need, the hotel owner can refer to the Audit Trail of each single safe to discover what has happened during a certain period of time.

Inside the Audit Trial it is possible to move horizontally or vertically using the alphanumerical keypad.



ENTER **COMB** ***Service Code*** **ENTER** **1**

then **4** **or** **6**

2 **or** **8**

ENTER **to end.**

4.8 Mechanical blocks during the safe closing / opening *(mechanical error warning)*

Mechanical block during the safe closing

If the mechanical block during the safe closing prevents the deadbolts from going out from the safe door for a time period of more than 10 seconds, following events will occur:

- the deadbolts withdraw into the safe door;
- a sound signal indicates the error;
- the message "ErrMEC" appears on the display for 3 seconds.

Now the safe is ready for a new operation.

Remove the obstacles preventing the deadbolts from moving regularly and close the safe again.

Mechanical blocks during the safe opening

If a mechanical block occurs during the safe opening, the message "ErrMEC" will appear on the display for 3 seconds.

In this case it is possible to open the safe with the mechanical emergency key only. After the opening with the mechanical key, each time a key is pressed on the display it appears the word "EMEr" (which indicates an opening with the emergency key) and then "HELP" : it is therefore necessary to insert a new Guest Code.

5 FUNCTIONS FOR THE GUEST

5.1 Instructions for the Guest

The instructions for the guest are printed both on the oval sticker on the door (in italian and english) and on the plastified instruction sheet inside the safe (in different languages). We suggest to leave the instruction sheet near the safe.

5.2 How to insert the Guest Code

In order to close or open the safe, it is necessary to insert a 6 digit code: this code is called Guest Code.

How to insert a Guest Code

When the door is open:

COMB *New Guest Code*

5.3 How to open the safe

Guest Code

5.4 How to close the safe

Guest Code **Keep the door closed until the message "CLOSEd" appears.**

5.5 Electronic input blocks

All Maxi 4875 and Midi 4845 safes are protected by 2 different types of electronic input blocks.

- **BLOCK AFTER 5 CONSECUTIVE WRONG ATTEMPTS:** this block lasts 7 minutes and it starts working after 5 consecutive wrong attempts to close/ open the safe with a wrong code. Each time a wrong code is used, on the display appear the messages "Error" and then "n -N-", where N points out the number of wrong attempts done up to that moment. After the fifth wrong attempt the safe stops working: after any key is pressed, on the display appears the message "StOP5" for 2 sec., followed by the indication of the remaining minutes of the block.

- **BLOCK AFTER 15 OPERATIONS IN 5 MINUTES:** this block lasts 10 minutes and it starts working after 15 operations (even correct) have been done within a time period of 5 minutes. This is the willing to prevent suspect operations, like the opening with the emergency key or the Master Code, from being cancelled from the Audit Trail. During the block, any time a key is pressed it appears the message "StOP15" for 2 sec., followed by the remaining minutes of the block.

6 THE EMERGENCY MECHANICAL KEY

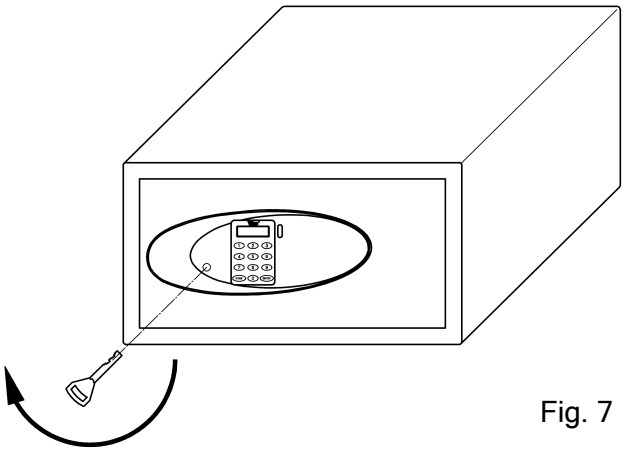


Fig. 7

6.1 How to open with the emergency mechanical key

See Fig. 7.

<u>Note.</u> After the opening with the mechanical emergency key, the Guest Code is automatically erased and, moreover, on the display appears the message "EMER" followed by "HELP", each time a key is pressed. This way the safe opening without the use of the Guest Code is underlined.

6.2 Emergency key duplication (only for Hotel versions with KA key)

Special profile keys duplication can be done at Viro S.p.A. factory upon special request proving the right title to receive the copy of the key.

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FOR HOTEL
Maxi 4875 and Midi 4845

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